

Office Memorandum • UNITED STATES GOVERNMENT

TO : Chief, Intelligence School

DATE: 22 October 1957

FROM : Chief, Clerical Training

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SUBJECT: Report Number 43, Week of 15 - 21 October 1957

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1. Numbers in Clerical Induction Training. During the week of 15 October there were people in Clerical Induction Training. Of these were entering for the first time. 25X1

2. Numbers in Clerical Orientation Training. There were people in Clerical Orientation for the week of 15 October. This group represented a change over from the employees brought aboard during the summer months. These trainees were fundamentally better qualified and had a fine attitude toward the entire program.

3. Results of Official Agency Testing Administered by Clerical Induction. The results of the tests administered to the entrance-on-duty employees for the week of 15 October were as follows: 25X1

	Tested	Qualified
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4. Installation of Public Address Systems. The permanent public address systems were installed in rooms 400, 401, and 501 last week. This is a great improvement over the make-shift apparatus used to date. We hope they will alleviate the instructors of some of the strain of lecturing in competition with the construction noises outside the building.

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